

## Updating My Profile

From the “My Profile” screen in Candidate Self Service you can review and update all the information you have entered into your profile. Once you have set your candidate code and password, the Candidate Self Service page will be the first screen you view.



**My Profile allows you to view your entire Candidate Profile. Additionally, My Profile allows you to make changes to the following:**

- **Update your Personal Information, Address and Phone Number, Work History, Education History, Qualifications, References and Resumes.**
- **You can also change your password on “Change My Candidate Password”.**